



MINUTES OF PUBLIC ART COMMISSION MEETING OF JANUARY 25, 2006

DATE: Wednesday, January 25, 2006
TIME: 7:00 p.m.
PLACE: City Hall, 2263 Santa Clara Avenue, Third Floor, Room 360
Alameda, CA 94501

1. Roll Call: The meeting was called to order at 7:06 p.m.

Present: Chair (C) Huston, Vice Chair (VC) Lee, Committee Members (CM) Cecilia Cervantes, K.C. Rosenberg (late) and Peter Wolfe (late)

Staff: Christina Bailey, Secretary, Public Art Commission
Lucretia Akil, Acting Assistant to the City Manager

2. Approval of Minutes

A. Minutes of Meeting on November 30, 2005

M/S/C **Cervantes/Wolfe** (approved)

"That Minutes of Public Art Advisory Committee Meeting on November 30, 2005 be approved with changes."

Approved (4) – Huston, Lee, Cervantes, and Wolfe
Abstain (1) – Rosenberg

3. Oral Communications

(Any person may address the Committee in regard to any matter over which the Commission has jurisdiction or of which it may take cognizance that is not on the agenda.)

Secretary Bailey reported that Christa Johnson recently took the position of Assistant Town Manager of Windsor, and introduced Lucretia Akil, Acting Assistant to the City Manager.

Secretary Bailey reported that Amanda Kruger, a teacher from BASE High School (Bay Area School of Enterprise), contacted her about a student mural, and requested an opportunity to present their ideas to the PAC.

Secretary Bailey asked if any Commissioner wished to represent the PAC as a judge at the 40th Annual Sand Castle and Sculpture Contest on June 17. C Huston accepted the post.

4. Written Communications
- NONE

5. Old Business

A. Update on Alameda Towne Centre – (*Oral Report*)

Secretary Bailey stated that Tad Savinar, Art Consultant for Alameda Towne Centre, communicated that the last \$7,500 is being identified for onsite public art.

B. Update on Civic Center Parking Structure Art Project – (*Oral Report*)

Secretary Bailey stated that Jennifer Ott, Development Manager for Development Services, reported that the RFP for the Civic Center Parking Structure Mural would most likely be sent out in February.

6. New Business

A. Boards & Commissions Handbook – (*Discussion Item*)

CM Wolfe suggested that changes be made to the PAC description on page 13. Secretary Bailey stated that she would check with the City Clerk's Office. CM Cervantes suggested waiting to hear back from the City Clerk's Office before proceeding with revisions. She recommended agendizing the item for the February meeting.

M/S/C Cervantes/Wolfe (approved)

“That the item of revising the PAC description, on page 13, of the Boards and Commissions Handbook be agendized for the next regular meeting on February 22.”

Approved (5) – Huston, Lee, Cervantes, Rosenberg, Wolfe

Secretary Bailey stated that items to be agendized should be provided to staff, in order to be placed in agenda packets. Packets are mailed out the Friday before each meeting.

CM Rosenberg expressed concerns about discussing projects in front of applicants. C Huston questioned whether their discussion is appropriate for the applicant to hear, since each member is explaining how the project meets

the criteria. Staff member Akil stated that the Commission's deliberations must be public. C Huston asked staff to inquire as to whether or not a closed session would be appropriate for project deliberations.

B. One-page summary of Guideline requirements – (*Discussion Item*)

C Huston and VC Lee presented a draft summary page designed to reduce confusion about the, public art application process and guidelines.

The PAC discussed document wording and format.

C. Process of writing responses to applicants – (*Discussion Item*)

Secretary Bailey explained that a response letter is sent to applicants who submit formal applications. C Huston asked if subcommittees could be established to craft applicant responses. CM Cervantes inquired as to whether the PAC could invite the applicant to a pre-review meeting and then give final feedback during the next regular meeting. C Huston responded that, according to the Guidelines, the applicant is not required to attend multiple review meetings. CM Rosenberg added that the PAC needs to emphasize that applicants come to meetings early in the process, before formal applications are ever submitted.

M/S/C Huston/Rosenberg (approved)

“That the item of creating subcommittees to craft applicant responses be approved, with possible pre-meeting review sessions.”

Approved (5) – Huston, Lee, Cervantes, Rosenberg, Wolfe

7. Subcommittee Reports
- NONE

8. Commissioner Communications

C Huston suggested offering applicants a brief description of existing Public Art works to assist applicants.

VC Lee reported that she had attended an open house for Alameda Landing. She spoke with an architect/planner named Karen Alschuler, who was interested in the Public Art Program. VC Lee asked if Secretary Bailey could send Ms. Alschuler a Public Art packet.

C Huston asked if one PAC member could call Tad Savinar, Art Consultant for Alameda Towne Centre, in order to check in on its process. CM Wolfe stated

that it is essential for the PAC to reach out to applicants, and agreed to contact Mr. Savinar.

- 9. Adjournment:** The meeting adjourned at 8:50 p.m.